

Department Of Correction

Official Title: **Student Intern**

Position Type: **Internship**

INTERNSHIP INFORMATION

Salary: **Unpaid**

Number of Vacancies: **1**

Application Deadline:
April 1 2010

Location: **Central Headquarters,
Milford, MA**

Internship Track:
Reentry/Program Services

Hours/Schedule: **Flexible**

Duration: **Full Semester**

Position Description: **Assist Program Coordinator II w/ performance measurement outcome and reporting.**

Responsibilities/Major Duties: **Work in conjunction with the Reentry Division Program Coordinator II to analyze data as part of a continuous quality improvement process. Collect, enter and analyze data utilizing software to identify trends and gaps within department operations and improve the overall quality and performance of reentry initiatives.**

Preferred Qualifications: **Basic computer and math skills, experience with SPSS software, good interpersonal communication and writing skills and an interest in offender reentry as it applies to criminal justice.**

How to apply:

Mail Internship Application to:

Alexandra McInnis, Director of Personnel
Division of Human Resources
P.O. Box 946
Norfolk, MA 02056
Fax: (508) 850-5217

For additional information or questions, please contact:

Jim O'Gara at (508)850-7874 or email at JMOgara@doc.state.ma.us
James Callahan at (508) 850-7783 or email at JPCallahan@doc.state.ma.us

Agency Web Address: <http://www.mass.gov/doc/>

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Women, minorities, veterans, and people with disabilities are strongly encouraged to apply.**